

# Pioneer Trails Homeowners Association

## 2016 Annual Homeowners Meeting Minutes - Reviewed

Date: March 8, 2016

Location: Silver Lake Baptist Church

Presiding Officer: Garth Williams  
Other Board Members: Andy Hamack, Bruce Meaker  
Homeowners and guests present: Approximately 20  
Port Gardner Property Management: Tom Gish

**Purpose:** The purpose of the Board of Directors is to make decisions for the overall benefit of Pioneer Trails homeowners.

### 7:14 p.m. - Meeting called to order

#### Establish Quorum

There must be at least a 10% representation (31) by the homeowners through attendance and proxy submittals. PGPM had received proxies for 20 by meeting time. The three board members and those homeowners in attendance added an additional 18. Thus a quorum was established for the meeting.

#### Approve Prior Annual Meeting Minutes

The draft March 10, 2015 Annual Meeting Minutes were sent out with the announcement of the 2016 annual meeting. \_\_\_\_\_ moved to approve. Bruce Meaker seconded. Motion passed.

#### Treasurer's Report

Bruce Meaker reviewed the Association financial summary as of 2/29/2016

##### Assets

Operating Account (Community Association Bank)	\$93,369.35
Reserve Accounts (Mt. Pacific Bank)	
Replacement - Money Market	50,018.09
Replacement - CD	16,600.00
Road - Money Market	9,741.65
Road - CD	<u>66,013.15</u>
Total Assets	\$235,742.24

##### Liabilities and Equity

Retained Earnings	\$149,998.41
Net Income	<u>85,356.37</u>
Total Liabilities and Equity	\$235,742.24

##### Owner Receivables

Assessments	\$14,623.51	(10.6% of annual)
Late Fee	760.00	
Legal Fee	494.00	
Admin/Misc.	150.00	
Returned Check Fee	10.00	
Road Fund	<u>702.00</u>	
Total Owner Receivables	\$16,739.51	

Both the Road and the Replacement Reserve Funds have been fully funded from assessments for the 2016 year.

## Pioneer Trails Homeowners Association – Meeting Minutes continued

### **2015 Accomplishments**

Bruce Meaker reviewed the accomplishments of the PTHA Board, volunteers, and Tom Gish of Port Gardner Property Management since the last annual meeting. These included:

- Assessed the condition and needs of PTHA facilities
- Developed a plan for annual trail maintenance and repair
- Reviewed numerous requests submitted to the Architectural Control Committee
- Ruled one homeowner in violation of the covenants for roof replacement and took action to force replacement of the roof with an approved product.
- Moved PTHA Reserve Funds from Chase Bank and US Bank to Mountain Pacific Bank and established Certificate of Deposit accounts for funds not needed for the current year.
- Removed dangerous trees from the greenspaces
- Removed dangerous limbs in trees
- Cleared paths and roads after the August windstorm
- Sealed the private road surfaces and repaired lost or damaged speed bumps
- Monitored the fountain pumps
- Monitored the activities and impacts of beaver and nutria in ponds
- Monitored the Spring Haven development to the south
- Blocked several trails through Pioneer Trails wooded property to Spring Haven development.
- Completed both 35<sup>th</sup> Ave entrance island lighting installations and placed new reflector turtles in front of each island.
- Maintained the common area landscaping through contracted services with NW Gardner.
- Repaired landscaping damage by a Frontier employee and pursued compensation from Frontier.

### **2016 Goals**

Garth Williams and Tom Gish reviewed the goals for the PTHA Board for the coming year:

- Conduct consistent annual spot trail repairs over the next several years. \$15K has been budgeted for 2016.
- Get bids for mechanical moss cleaning of trails
- Resurface the sport and tennis courts
- Assess repainting the bridges using volunteer help because contract painting is not in the 2016 budget.
- Assess the need for repair of a 4-inch drop off the basketball court surface.

### **2016 Board Election**

The current board members who wish to continue for the next year are: Bruce Meaker and Andy Hamak. Garth Williams and Audrey Chamberlain will be ending their Board service. The Association members thanked both Garth and Audrey for their years of service.

Garth appealed for the homeowners present to join the Board which can have as many as 7 members. It is much easier to be a Board member with Tom Gish of Port Gardner as the Property Manager who is quietly handling the day to day issues as they arise. The Board's role is to oversee the expenditure of the funds in accordance with the budget and set policy according to and consistent with the covenants and past board practices. Will Metheny and Bendan O'Farrell then said they would agree to serve in an At-Large position.

Garth Williams moved that the slate of four members presented be approved to serve for the 2016 term. Bruce Meaker seconded the motion which was passed unanimously by voice vote of the members present.

Pioneer Trails Homeowners Association – Meeting Minutes continued

**Other Business**

No other business was brought before the Board. Further non-business comments are recorded in the Homeowner's Forum Minutes.

**Meeting Adjourned: 8:24 p.m.**

Respectfully Submitted,

Bruce Meaker, Secretary-Treasurer